

COST SHEET

Vendor Name: AVALON LANGUAGE SERVICES, INC.

Description of Service	Unit per measure	Cost each
1. BASIC TRANSLATION SERVICES		
Provide a cost per word of translation services into the following languages for specialty/technical fields and consumer correspondence. Add lines for any cost differences related to particular dialects or subject matters as appropriate.		
Arabic	Per word	\$.14
Chinese	Per word	\$.14
English	Per word	\$.14
French	Per word	\$.14
German/German Mennonite	Per word	\$.14
Hmong	Per word	\$.17
Lao	Per word	\$.14
Russian	Per word	\$.13
Spanish	Per word	\$.11
Vietnamese	Per word	\$.14
2. EXPEDITED REQUESTS (per section 5.3.3)		
Provide a cost per line of source language for summary or paraphrasing to English.	Per line	\$.15
Provide a cost per English word of translation for agency's response into the target (original) language.	Per word	\$.14
3. REVISIONS		
Cost for revisions per request. A revision is defined as a change of five sentences or fewer within a three-page document. Revisions also include, but are not limited to: a program name change throughout a document or set of documents; and a change in a repeated phrase or sentence throughout multiple pages or documents.	Per request	\$18.00

4. EDITING		
Cost per page for editing a previously translated document by another party.	Per page	\$18.00
5. FORMATTING		
Formatting cost per page for documents such as brochures, forms, and notices.	Per page	\$18.00
Vendor shall provide accurate translation of submitted material. Correction of mistranslated material shall be provided at no additional cost to the State.		
5. DISCOUNT -Discount percentage for projects that exceed (10) pages in length.		Five percent (5.0%)
On-Demand - onsite Translation and/or Interpretation Service (per hour)		\$ 74.00
Staffing EOC - Participation in all drills and exercises (per drill/exercise)		\$ 74.00
OVER-THE-PHONE (OPI) - for the phone bank (per minute)		\$ 1.39
Vendor shall provide accurate translation of submitted material. Correction of mistranslated material shall be provided at no additional cost to the State.		

Contact Information: Please provide contact information for use should the SRS and/or various other State agency staff needs to contact the appropriate person within your company to discuss customer service.

Customer Service Contact Person: Devin Connelly

Company Name: Avalon Language Services, Inc.

Toll Free Telephone 800-401-9639 Local 972-404-1213 Fax 972-661-1646